PRESENT

ADVISORY COMMITTEE ON DIVERSITY

February 19, 2004

Present: Pat Covey, Keith Ayers, Barbara Broome, Diane Dixon-Works, David Johnson, Jeanne Maes, Harvey White

Absent: Isabel Brown (on sabbatical), Hattie Myles, Shelton Perry, April DuPree-Taylor

Guest: Jean Tucker

1. Tabled Minutes of November 6, 2003 until next meeting.

2. Dr. Covey announced that each college is actively working on their strategic plans for recruitment and retention.

3. The meeting was turned over to Dr. David Johnson to lead the review and discuss the results of the University of South Alabama Employee Survey (previously distributed to the committee members). Dr. Johnson prepared the report.

Dr. Johnson explained that the survey was sent by Dr. Covey to every University of South Alabama employee with a known email address. The text of the email is as follows:

The USA Advisory Committee on Diversity requests your assistance in identifying possible strategies to enhance diversity on our campus by participating in a very brief web based survey (a link to the survey appears at the bottom of this message).

The Advisory Committee on Diversity is a university wide committee, with representation from all units of the campus, including Academic Affairs, the Medical School, and USA Hospitals.

The mission of the committee “is to identify and develop creative strategies and initiatives for facilitating the hiring and retention of African American faculty and administrators.”

During the 2003-04 academic year, the committee plans to take the following actions to enhance diversity at USA, some of which have already been accomplished:

1. The University will develop a web-site for the purpose of communicating the committee’s mission and action items to the University community.

2. The Senior Vice President for Academic Affairs has met with college deans and chairs to discuss diversity issues and to reinforce the University’s commitment to increasing the number of African-American faculty and administrators.

3. The dean of each college is meeting with all search committee, reminding
4. Each Vice President and Dean will develop strategies and will provide annual progress reports on the hiring and retention of African-American faculty and administrators.

5. A host committee to assist with recruitment of African-American faculty and administrators has been appointed and will be utilized during campus visits of candidates.

6. A web-site has been developed to advertise positions available at the University.

7. A description of the mission and purpose of the Advisory Committee on Diversity has been added to the Faculty Handbook.

8. The committee will consider additional strategies for the achievement of key objectives, and, as appropriate, submit new recommendations to the President for the enhancement of diversity at USA.

Our committee is very interested in soliciting suggestions from the University community. To help identify additional strategies for enhancing diversity at USA, we ask you to complete a brief, web-based, survey. Please click on the link below to make your suggestions:

Http://comm.southalabama.edu/survey/diversity/htm.

Submissions will be accepted through the end of business on Friday, Nov. 28. If you have difficulty accessing the site (probably due to network congestion), please wait a few minutes and try again. Thank you.

A total of 227 employees participated in the survey. Dr. Johnson compiled the frequency of responses to the survey by: campus unit, sex, and race/ethnicity. Employee suggestions were compiled and then categorized into the following types of recommendations:

1. Change Attitudes/Need for Diversity Training
2. Recruit African Americans from Within the Institution
3. Improved Internal Promotion Opportunities
4. Recruitment should be Color-Blind
5. Target Recruitment Using African American Organizations, Colleges, and Social Networks
6. Improve Advertising and Marketing
7. Expand Definition of Diversity
8. Current Efforts are Satisfactory
9. Improve Salaries and Other Inducements
10. Interview Existing and Previous Employees
11. Enhance Cultural Offerings
12. Improve Mentoring
13. Add Positions That may Be Filled with African Americans
14. Eliminate Discrimination
15. Other Suggestions
16. Other Responses

Following Dr. Johnson’s review of the report, Committee discussion followed. First, the Committee felt it important to thank the participants - Dr. Covey will send a thank you.

The Committee discussed what should be done to move forward with the report. Dr. White would like to have the report made available to the University community. It was decided that a summarized report (without making it rosy) would be made available to the community in the future since some suggestions made could not be feasibly carried out. The Committee decided to divide up among themselves the above compiled suggestions to review and decide which should become action items. The above recommendations were divided as follows:

Recommendations 1 and 2: Barbara Broome
Recommendations 3 and 4: Diane Dixon
Recommendations 5 and 6: Harvey White
Recommendations 7, 8, 15 and 16: Jeanne Maes
Recommendations 9 and 10: Pat Covey
Recommendations 11 and 12: Keith Ayers
Recommendations 13 and 14: David Johnson

Dr. White asked if other people know we have a diversity committee. Discussed followed on how to make the University community more familiar with the Committee. Barbara Broome suggested the Midweek Memo and Keith Ayers said Public Relations could do an article about the Committee and include a picture. Diane Dixon said the community needs to be made aware that this is an actual working committee, not just a court-ordered committee.

The meeting adjourned at 3:40 p.m.